



Request for Proposal (RFP)
Michigan Department of Technology, Management and Budget (DTMB)
for
DEPARTMENT OF STATE (DOS) – Marquette, MI
SR #2014-0380

Questions & Answers

Q. What is the minimum ceiling height for the lease premise?

A. **9.1 Ceiling System:** Ceiling systems must conform to fire, acoustics, maintenance and light reflection requirements. Gypsum board ceiling suspension systems shall have 16 gauge, 1 – ½” main channels with 25 gauge 7/8” furring channels. Acoustic panel ceilings shall comply with ASTM E1374 classifications and metal suspension systems with applicable ASTM C635 requirements. Suspend lighting fixtures independent of ceiling. Provide edge moldings, trim and acoustical sealant as required. Exposed face shall be white enamel. Grid spacing shall be 24” x 48”.

Lay in panels shall have an NRC range of .55 to .65, STC range of 35-39, LR-1, flame spread of 0-25 (ASTM E84) and nominally 5/8” thick. All lay in panels shall be identical in type and cleanliness. All lay in ceiling panels shall be new. **Minimum ceiling height shall be not less than 9'-0” nominal** except in small rooms or limited areas, defined as mechanical or janitorial rooms, which may be 8'-0”.

Provide unfaced sound attenuation blankets over ceiling systems to meet room to room sound transmission requirements.

Provide painted, 5/8” gypsum board ceilings in airlock entry **vestibules** and for the **security room**. Provide means of access to ceiling systems for maintenance of equipment or repair of system.

Q. The floor plan provided shows the layout of the lease premise but does not specify the desired location(s) of the restroom(s) -

A. I interpret that there is to be one male and one female restroom both handicap accessible in the lobby area – what is the preferred location in the lobby for these restrooms?

B. What location is preferred for employee restroom(s)?

A.

(A) The location of both lobby (public) restrooms will be determined based on the space chosen. It is preferable to have the lobby restrooms not open directly into the lobby, rather, open into a small vestibule, alcove, or hall for modesty.

(B) The preferred location of the employee restroom(s) is adjacent to the employee breakroom area. It may not be visible from the lobby or the immediate area behind the service counter.

Q. How much space do you seek?

A.

I.1. Space (Premises): The State requires approximately 4,800 usable square feet of office/retail space. The State reserves the right to increase or decrease the size of this requirement by up to 10%. Special circumstances may require more extensive program size changes.

Q. If I am not able to make the construction deadline am I automatically excluded?

A. No, that would not automatically exclude your proposal; the construction deadline is a general goal. We understand that each proposed space may be in various stages of development and may require a longer/shorter build-out time. Once a proposal is chosen, a negotiated timeline will be put into place based on the proposal selected and the scope of work needed to complete the space.

Q. I see you have a 90 day out clause, but is it fair to assume the tenant improvements would still be your responsibility?

A. The boilerplate (State of Michigan) Lease template has a standard 90 day cancellation (out-clause). Build-out costs and operating costs are preferably wrapped into the negotiated square foot rate. In the event that any State agency should vacate a lease, the State's obligation to pay the Lessor ends upon Lease termination. Further, there have been some instances where a State agency would consider paying upfront build-out costs at the beginning of a Lease if the current fiscal year budget allows.